

Community College	Program Name	Occupation Description ²	Job Outlook ¹		
			Current Number of People Employed in Profession	Average Number of Job Openings per Year	Median Hourly Wage 2005 ³
North Central	Computer Networking	<u>Administrative Engineer and Technical Support</u>			
	Medical Billing and Coding	<u>Medical Secretaries</u> Perform secretarial duties utilizing specific knowledge of medical terminology and hospital, clinic, or laboratory procedures. Duties include scheduling appointments, billing patients, and compiling and recording medical charts, reports, and correspondence. Illustrative Examples: Psychiatric Secretary; Dental Secretary	14229	248	\$13.52
		<u>Medical/Insurance Billers</u> Compile, compute, and record billing, accounting, statistical, and other numerical data for billing purposes. Prepare billing invoices for services rendered or for delivery or shipment of goods. Illustrative Examples: Calculating Machine Operator; Invoice Control Clerk; Rating Clerk	18486	290	\$14.21

1. The average wages and demand for the listed occupations are estimates and will vary by industry, geography, and a candidates skills and experience.
2. The occupations listed are not intended to be all inclusive but are meant to represent a sampling of the fields that the short term training programs would prepare an individual to enter. Individual employers may require, at their discretion, additional training, experience or skills as a requirement for employment.
3. Median hourly wage represents the rate of pay per hour at which half of those working in the profession made more than the amount noted and half made less in calendar year 2005. It is not the average pay per hour.

For information on admittance or career counseling, please contact the community college's Admissions Office or Student Services Office.